

1/8/19 2pm apy

DLB Schedule

- 9:00-9:30 **Daily Check In**
Location: Secretary's Office
- 10:30-11:30 **Drop By with Grijalva**
Location: 6342
- 2:00-2:30 **Meeting with Brandon Middleton**
Location: Secretary's Office
- 4:00-4:30 **AS/FWP Operations Meeting**
Location: 6151

DLB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:45-10:15	Staff Meeting <i>Location</i>
11:00-12:00	DOI Operations Meeting – AS/PMB <i>Location: 6151</i>
1:00-1:30	Politicals Meeting <i>Location: 5160</i>
1:45-2:45	Staff Meeting <i>Location: Secretary's Office</i>
2:45-3:00	Depart DOI for EEOB
3:00-4:00	Monthly NEC Meeting <i>Location: EEOB (b) (6)</i>
4:00-4:15	Depart EEOB for DOI
4:30-5:00	Call with Kevin O'Scannlain <i>Call: (b) (6)</i>

David Bernhardt

Schedule – Thursday January 10, 2019

9:00am-9:15am	Daily Check-in Rm. 6114
9:15am - 9:30am	Depart DOI for EEOB
9:30am - 11:30am	Deputy Secretary Lapse Working Group - EEOB (b) (6)
11:45am - 12:15pm	Mtg. w/Matt Pottinger and Eric Johnson (NSC) - EEOB (b) (6)
12:30pm - 1:00pm	Mtg. w/Brian Jack (OPA) EEOB (b) (6)
1:15pm - 1:45pm	Mtg. w/PPO (WH) EEOB (b) (6)
2:00pm-2:30pm	Mtg. w/ Bremberg & Leggitt West Wing Rm (b) (6)
2:45pm - 3:15pm	Mtg. w/Tim Pataki (OPL) EEOB (b) (6)
3:30pm - 4:00pm	Mtg. w/Doug Hoelscher (IGA) EEOB (b) (6)
4:00pm - 4:15pm	Depart EEOB for DOI
4:00pm-5:00pm	AS/WS Operations Meeting RM 6151

David Bernhardt

Schedule - Thursday January 10, 2019

9:00am-9:15am	Daily Check-in Rm. 6114
9:15am - 9:30am	Depart DOI for EEOB
9:30am - 11:30am	Deputy Secretary Lapse Working Group - EEOB (b) (6)
11:45am - 12:15pm	Mtg. w/Matt Pottinger and Eric Johnson (NSC) - EEOB (b) (6)
12:30pm - 1:00pm	Mtg. w/Brian Jack (OPA) EEOB (b) (6)
1:15pm - 1:45pm	Mtg. w/PPO (WH) EEOB (b) (6)
2:00pm-2:30pm	Mtg. w/ Bremberg & Leggitt West Wing Rm (b) (6)
2:45pm - 3:15pm	Mtg. w/Tim Pataki (OPL) EEOB (b) (6)
3:30pm - 4:00pm	Mtg. w/Doug Hoelscher (IGA) EEOB (b) (6)
4:00pm - 4:15pm	Depart EEOB for DOI
4:15pm - 5:15pm	AS/WS Operations Meeting RM 6151

10/19

DLB Schedule

- 9:00-9:15 **Daily Check In**
Location: Secretary's Office
- 9:15-9:30 **Depart DOI en route to EEOB**
- 9:30-11:30 **Deputy Secretary Lapse Working Group Meeting**
Location: EEOB (b) (6)
- 11:45-12:15 **Meeting with Matt Pottinger and Eric Johnson (NSC)**
Location: EEOB (b) (6)
- 12:30-1:00 **Meeting with Brian Jack (OPA)**
Location: EEOB (b) (6)
- 1:15-1:45 **Meeting with PPO (WH)**
Location: EEOB (b) (6)
- 2:00-2:30 **Meeting with Bremberg and Leggitt**
Location: West Wing (b) (6)
- 2:45-3:15 **Meeting with Tim Pataki (OPL)**
Location: EEOB (b) (6)
- 3:30-4:00 **Meeting with Doug Hoelscher (IGA)**
Location: EEOB (b) (6)
- 4:00-4:15 **Depart EEOB en route to DOI**
- 4:30-5:00 **DOI Operations Meeting – AS/WS**
Location: 6151

David Bernhardt

Schedule - Friday January 11, 2019

9:00am-9:30am	Daily Check-in Rm. 6114
9:30am - 10:00am	Check-in w/Lori Mashburn Secretary's Office
11:00am - 11:30am	Mtg. w/John Tanner Secretary's Office
11:45am - 12:00pm	Depart DOI for Off the Record
12:00pm - 1:00pm	Lunch w/Andrew Olmem Off the Record
1:00pm - 1:15pm	Depart Off the Record for DOI
2:00pm - 2:30pm	Call w/Christy Plumer, TRCP 1(b) (5) Code (b) (5)
3:30pm - 4:00pm	Mtg. w/Todd Wynn Secretary's Office

January 11, 2019+++

9:00-9:15	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Check In with Lori Mashburn <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Depart DOI for Maintenance Yard at East Potomac
12:15-1:00	Arrive at Maintenance Yard at East Potomac
1:00-1:15	Depart Maintenance Yard at East Potomac for DOI
1:15-2:00	Staff Meeting <i>Location: 5160</i>
2:00-2:30	External Call <i>Call: (b) (5) Code: (b) (5)</i>
3:00-3:30	Staff Meeting <i>Location: Secretary's Office</i>

January 15, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:40-10:00	Depart DOI en route to White House
10:00-10:45	Meeting with Kellyanne Conway <i>Location: West Wing 2nd Floor</i>
10:45-11:00	Depart White House en route to DOI
12:00-1:00	Weekly Brown Bag Lunch <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
4:00-5:00	DOI Operations Meeting - ASIA <i>Location: 6151</i>

David Bernhardt

Schedule – Wednesday January 16, 2019

8:45am - 9:00am Depart DOI for EEOB

9:00am - 11:00am Deputy Secretary Lapse
Working Group Mtg.
EEOB Rm. (b) (6)

11:00am - 11:15am Depart EEOB for DOI

11:30am - 12:00pm Daily Check-in
Secretary's Office

1:00pm - 2:00pm Bi-Weekly Mtg. w/SOL
Rm. 6151

4:00pm - 5:00pm Insular Affairs Operations
Mtg. - Room 6151

David Bernhardt

Schedule – Wednesday January 16, 2019

8:40am - 8:50am	Depart DOI for EEOB
9:00am - 11:00am	Deputy Secretary Lapse Working Group Mtg. EEOB Rm [b] (6)
11:00am - 11:15am	Depart EEOB for DOI
11:30am - 12:00pm	Daily Check-in Secretary's Office
12:00pm - 12:30pm	Mtg. w/Dan Jorjani, Ed Keable, Tim Murphey - Secretary's Office
1:40pm - 1:50pm	Depart DOI for West Wing
1:50pm - 2:30pm	HOLD
2:30pm - 3:00pm	POTUS Bill Signing White House Oval Office
4:00pm - 5:00pm	Insular Affairs Operations Mtg. - Room 6151

DB Schedule

8:40-9:00	Depart DOI en route to EEOB
9:00-11:00	Deputy Secretary Lapse Working Group Meeting <i>Location: EEOB (b) (6)</i>
11:00-11:15	Depart EEOB en route to DOI
11:30-12:00	Daily Check In <i>Location: Secretary's Office</i>
12:00-12:30	Staff Meeting <i>Location: Secretary's Office</i>
1:40-2:00	Depart DOI en route to White House
2:00-2:30	HOLD: Arrive by 2:00
2:30-3:00	POTUS Bill Signing
3:00-3:15	Depart White House en route to EEOB
3:15-3:45	External Meeting <i>Location: EEOB (b) (6)</i>
3:45-4:00	Depart EEOB en route to DOI
4:00-5:00	DOI Operations Meeting – AS-IN-IA <i>Location: 6151</i>

David Bernhardt

Schedule – Thursday January 17, 2019

**9:00am - 9:30am Daily Check-in
Secretary's Office**

**4:00pm - 5:00pm ASLM Operations Mtg.
Room 6151**

January 17, 2019

- | | |
|-------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 10:00-10:30 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 2:00-2:30 | Weekly Teleconference
<i>Location: Secretary's Office</i> |
| 4:00-5:00 | DOI Operations Meeting – ASLM
<i>Location: 6151</i> |

January 18, 2019

- 9:00-9:30 Daily Check In**
Location: Secretary's Office
- 11:00-11:30 Staff Meeting**
Location: Secretary's Office
- 12:30-1:30 Meeting with Assistant Secretaries and
Bureau Directors**
Location: 5160
- 2:00-2:30 Staff Meeting**
Location: Secretary's Office

1/22/19

DB Schedule

- | | |
|--------------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 10:30-11:00 | Weekly Call with White House
<i>Location 11:00-11:30</i> |
| 12:00-1:00 | Weekly Brown-Bag Check In
<i>Location: Secretary's Office</i> |
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: 5160</i> |
| 3:00-4:00 | Assistant Secretaries Weekly Meeting
<i>Location: 6151</i> |
| 4:00-5:00 | DOI Operations Meeting -FWP
<i>Location: 6151</i> |

1/23/19

DB Schedule
(As of 4:47 on 1/22/18)

- 9:00-9:30** **Daily Check In**
Location: Secretary's Office
- 11:00-12:00** **DOI Operations Meeting – AS/PMB**
Location: 6151
- 1:00-2:00** **Staff Meeting**
Location: 6151
- 3:00-4:30** **External Meeting**
Location: 5160
- 4:30-5:00** **External Meeting**
Location: Secretary's Office

David Bernhardt

Schedule - Wednesday January 23, 2019

9:00am - 9:30am	Daily Check-in Secretary's Office
11:00am - 12:00pm	PMB Operations Mtg. Room 6151
1:00pm - 2:00pm	Staff Mtg. - BOR Room 6151
3:00pm - 4:30pm	External Water Mtg. Room 5160

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DB Schedule

9:00-9:15 **Depart DOI for EEOB**

9:15-10:15 **Deputy Secretary Lapse Working Group Meeting**
Location: EEOB (b) (6)

10:30-11:30 **Monthly Cabinet Affairs S2 Meeting**
Location: Roosevelt Room

11:45-12:00 **Depart EEOB for DOI**

12:00-12:30 **Staff Meeting**
Location: Secretary's Office

1:30-2:00 **Staff Meeting**
Location: Staff Meeting

3:30-4:00 **External Call**
Location: Secretary's Office

4:00-5:00 **DOI Operations Meeting – AS/WS**
Location: 6151

6:00-7:30 **Personal**
Location: (b) (6)

January 25, 2019

- | | |
|-------------|--|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 10:00-10:30 | Check-in with Lori Mashburn
<i>Location: Secretary's Office</i> |
| 10:30-11:30 | Weekly Meeting
<i>Location: Secretary's Office</i> |
| 11:30-12:00 | Weekly Meeting with Ethics
<i>Location: Secretary's Office.</i> |
| 1:00-2:00 | DOI Operations Mtg -ASLM
<i>Location: 6151</i> |
| 3:30-4:15 | Meeting with Governor Mark Gordon
(WY)
<i>Location: Secretary's Office</i> |

1/28/19

DB Schedule

8:00-9:00	MIB Greeting <i>Location: Lobby</i>
9:00-9:30	Weekly Meeting with Ethics
9:30-10:00	Daily Check In <i>Location: Secretary's Office</i>
10:30-11:00	Weekly Call with White House <i>Call: (b) (6)</i>
11:00-12:00	Weekly Meeting with IG <i>Location: Secretary's Office</i>
12:00-12:15	Depart DOI for Lunch
12:15-1:15	Lunch <i>Location: Central 1001 Penn Ave NW</i>
1:15-1:45	Depart Lunch for DOI
2:00-2:30	Security Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Assistant Secretaries Weekly Mtg <i>Location: 6151</i>
6:00-8:00	HOLD for Possible Dinner

1/29/19

DB Schedule

- | | |
|-----------|--|
| 8:00-9:00 | Breakfast
<i>Location: The Willard</i> |
| 9:00-9:15 | Depart Breakfast en route for DOI |
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: 5160</i> |
| 2:30-3:00 | Depart DOI en route to WH |
| 3:00-3:30 | WH Meeting
<i>Location: 2nd Floor West Wing</i> |
| 3:30-4:00 | WH Meeting
<i>Location: Oval Office</i> |
| 4:00-4:30 | Depart West Wing for DOI
<i>Location: Office</i> |
| 4:30-6:00 | DOI Operations Meeting – ASIA
<i>Location: 6151</i> |

DB Schedule
As of 5:30 1.29.18

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-1:00	Depart DOI en route to Cannon
10:00-10:30	Hill Visit <i>Location: 123 Cannon</i>
10:30-11:00	Depart Cannon en route to DOI
11:30-12:00	Staff Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Bi-Weekly Meeting with SOL <i>Location: 6151</i>
2:00-2:45	Staff Meeting <i>Location: 40141</i>
3:00-3:30	External Call <i>Call (b) (6)</i>
4:00-5:00	DOI Operations Meeting -AS-IN-IA <i>Location: 6151</i>

1/13/19

DB Schedule

8:45-9:00	Depart DOI en route to EEOB
9:00-10:30	Deputy Secretary Post-Lapse Working Group Meeting <i>Location: EEOB (b)(6)</i>
10:35-11:00	Depart EEOB en route to DOI
11:00-12:00	Staff Meeting <i>Location: Office</i>
12:30-12:45	External Call <i>Location: Secretary's Office</i>
12:45-1:15	Depart DOI for Sterling, VA
1:15-1:45	All Employee Meeting Sterling <i>Location: 45600 Woodland Rd</i>
1:45-2:00	Depart Sterling for Reston, VA
2:00-2:30	All Employee Meeting Reston USGS <i>Location: 12201 Sunrise Valley Dr</i>
2:30-3:00	Depart Reston, VA for M Street
3:15-3:45	All Employee Meeting at M Street <i>Location: 20 M St SE</i>
3:45-4:00	Depart M Street for DOI
4:30-5:30	<i>DOI Operations Meeting – AS-IN-IA</i> <i>Location: 6151</i>

2/4/19

DB Schedule

- 9:00-9:30 **Daily Check In**
Location: Secretary's Office
- 9:30-10:00 **Staff Meeting**
Location: Secretary's Office
- 10:00-10:10 **Ethics Meeting**
Location: Secretary's Office
- 10:30-11:00 **Weekly Call with the White House**
Call (b) (6)
- 11:30-11:40 **Media Call**
Location: Secretary's Office
- 12:00-1:00 **Weekly Brown Bag Check-In**
Location: Office
- 1:00-1:45 **Staff Meeting**
Location: DOI Studio, Room 4041
- 2:00-2:30 **External Call**
Call: (b) (6) (Gov Ige's Cell)
- 2:30-3:00 **External Call**
Gov Bryan will call Gareth to transfer
- 3:00-4:00 **Assistant Secretaries Weekly Meeting**
Location: 6151
- 4:00-4:10 **Staff Meeting**
Location: Secretary's Office
- 4:15-4:25 **Staff Meeting**
Location: Secretary's Office
- 4:30-5:00 **Staff Meeting**
Location: Secretary's Office

2/5/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-9:40	Staff Meeting <i>Location: Secretary's Office</i>
10:00-10:10	Staff Meeting <i>Location: Secretary's Office</i>
10:15-10:25	Staff Meeting <i>Location: Secretary's Office</i>
10:30-10:45	Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	External Call <i>Call Tiffany at (b) (6)</i>
11:30-12:00	External Call <i>Call 775-(b) (6)</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:00-2:30	External Call <i>Gov DeSantis will call Gareth to transfer</i>
2:30-2:40	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting - FWP <i>Location: 6151</i>
6:00-10:00	State of the Union <i>Location: Hall of House of Representatitves</i>

February 8, 2019

9:40-10:00	Depart DOI en route to WH
10:00-11:00	External Meeting <i>Location: Situation Room</i>
11:30-12:00	External Meeting <i>Location: West Wing Upper Press</i>
12:00-12:15	Depart WH en route to DOE
12:15-1:15	External Lunch Meeting <i>Location: DOE</i>
1:30-2:00	Depart DOE en route to DOI
2:00-2:45	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
2:45-3:15	Media Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-4:30	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
4:30-5:00	Staff Meeting <i>Location: Secretary's Office</i>

2/11/19

DB Schedule

- | | |
|-------------|---|
| 9:30-10:30 | DOI Operations Mtg – AS/PMB
<i>Location: 6151</i> |
| 10:30-11:00 | Weekly Call with White House
<i>Call: (b) (6)</i> |
| 11:00-11:30 | External Call
<i>Call: 406-(b) (6)</i> |
| 12:00-1:00 | Weekly Brown Bag Check In
<i>Location: Secretary's Office</i> |
| 1:00-1:45 | Staff Meeting
<i>Location: DOI 4041</i> |
| 3:00-4:00 | Assistant Secretaries Weekly Meeting
<i>Location: 6151</i> |
| 4:00-4:30 | External Call
<i>Call: (b) (5)</i> |
| 4:30-5:15 | External Meeting
<i>Location: Secretary's Office</i> |

2/12/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:30-11:00	Depart DOI en route for West Wing
11:00-12:30	Cabinet Meeting <i>Location: Cabinet Room</i>
12:35-1:00	Depart WH en route to Rayburn
1:00-2:00	External Meeting <i>Location: 2247 RHOB</i>
2:00-2:30	Depart Rayburn en route to DOI
3:30-4:00	Staff Meeting <i>Location: Office</i>
4:00-5:00	DOI Operations Meeting – AS/WS <i>Location: Secretary's Office</i>
5:15-5:45	Depart TBD en route to VP Residence
5:45-8:30	External Event (Business Attire) <i>Location: VP's Residence</i>

2/14/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:00-10:15	Staff Meeting <i>Location: Secretary's Office</i>
10:30-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:30-11:45	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Staff Meeting/ Brown Bag Lunch <i>Location: Secretary's Office</i>
1:00-1:30	External Call <i>Location: Secretary's Office</i>
1:30-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-2:30	External Call <i>Location: Secretary's Office</i>
3:00-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:30-4:00	Signing Ceremony <i>Location: Secretary's Office</i>
4:00-5:00	DOI Operations Meeting – ASLM <i>Location: 6151</i>
5:00-5:30	Staff Meeting <i>Call: (b) (6)</i>

2/15/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-9:45	Staff Time <i>Location: Secretary's Office</i>
9:45-10:30	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
11:20-11:30	Staff Brief <i>Location: Secretary's Office</i>
11:30-12:00	External Call/ Intergov <i>Location: Secretary's Office</i>
12:20-12:30	Staff Brief <i>Location: Secretary's Office</i>
12:30-1:30	Brown Bag Lunch (External) <i>Location: Secretary's Office</i>
1:30-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: 5160</i>
4:00-4:30	Staff Meeting <i>Location: Secretary's Office</i>

2/19/19

Tuesday, February 19, 2019

- 8:50-9:00 **Staff Brief**
Location: Secretary's Office
- 9:00-9:30 **External Call/ Intergov**
Elinor to transfer call
- 9:30-10:00 **Daily Check In**
Location: Secretary's Office
- 10:00-10:30 **Staff Meeting**
Location: Secretary's Office
- 10:30-11:00 **External Call/ Intergov**
Call: (b) (6)
- 11:15-12:15 **Weekly Brown Bag Check In**
Location: Secretary's Office
- 12:15-12:25 **Depart DOI en route to EEOB**
- 12:30-1:30 **External/ Intergov Mtg**
Location: EEOB
- 1:30-2:00 **Depart White House en route to DOI**
- 2:00-2:30 **Staff Meeting**
Location: Secretary's Office
- 3:00-4:00 **Assistant Secretaries Weekly Meeting**
Location: 6151
- 4:00-5:00 **DOI Operations Mtg - FWP**
Location: 6151
- 5:00-6:00 **DOI Operations Mtg – Indian Affairs**
Location: 6151

2/21/19

DB Schedule

- 9:00-9:30 **Daily Check In**
Location: Secretary's Office
- 9:50-10:00 **Staff Brief**
Location: Secretary's Office
- 10:00-10:30 **External/ Intergover Meeting**
Location: Secretary's Office
- 10:50-11:00 **Staff Brief**
Location: Secretary's Office
- 11:00-11:30 **External Meeting**
Location: Secretary's Office
- 11:50-12:00 **Depart DOI for West Wing**
- 12:15-1:15 **Lunch**
Location: President's Dining Room
- 1:20-1:30 **Depart West Wing en route to DOI**
- 2:00-2:30 **Media**
Location: Secretary's Office
- 2:30-3:00 **Staff Meeting**
Location: Secretary's Office
- 3:00-4:00 **Staff Meeting**
Location: 6151
- 4:00-4:15 **Depart DOI en route to WH**
Timing to be confirmed
- 5:00-7:00 **External Reception**
Location: The White House

2/22/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretay's Office</i>
9:50-10:00	Staff Brief <i>Location: Secretary's Office</i>
10:00-10:30	External/ Intergover Meeting <i>Location: Secretary's Office</i>
10:50-11:00	Staff Brief <i>Location: Secretary's Office</i>
11:00-11:30	External Meeting <i>Location: Secretary's Office</i>
11:50-12:00	Depart DOI for West Wing
12:15-1:15	Lunch <i>Location: President's Dining Room</i>
1:20-1:30	Depart West Wing en route to DOI
2:00-2:30	Media <i>Location: Secretary's Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: 6151</i>
4:00-4:15	Depart DOI en route to WH <i>Timing to be confirmed</i>
5:00-7:00	External Reception <i>Location: The White House</i>

2/25/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
10:00-10:45	Staff Meeting <i>Location: Secretary's Office</i>
10:45-10:55	Depart DOI en route to White House
11:00-12:30	External/ Intergov Meeting <i>Location: WH Situation Room</i>
12:35-12:45	Depart White House en route to DOI
1:00-2:00	DOI Operations Mtg – AS/PMB <i>Location: 6151</i>
2:05-2:15	Staff Brief <i>Location: Secretary's Office</i>
2:15-2:45	External/ Intergov Meeting <i>Location: Secretary's Office</i>
2:45-3:45	Weekly Meeting <i>Location: Secretary's Office</i>
3:45-4:30	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
4:30-5:00	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
5:00-5:15	Staff Meeting <i>Location: Secretary's Office</i>
5:15-5:30	Staff Meeting <i>Location: Secretary's Office</i>

2/27/19

DB Schedule

- 8:45-9:00 Depart DOI en route to Willard
- 9:00-9:30 External Event
Location: The Willard
- 9:30-9:45 Depart Willard en route to DOI
- 10:30-11:00 Staff Meeting
Location: Secretary's Office
- 11:00-11:30 Staff Meeting
Location: Secretary's Office
- 12:00-1:00 Staff Lunch
Location: Office
- 2:30-3:00 Staff Meeting
Location: Secretary's Office
- 3:00-3:30 Staff Meeting
Location: Secretary's Office
- 3:30-4:00 Staff Meeting
Location: Secretary's Office

2/28/19

DB Schedule

8:45-9:00	Depart DOI en route to Willard
9:00-9:30	External Event <i>Location: The Willard</i>
9:30-9:45	Depart Willard en route to DOI
10:30-11:00	Staff Meeting <i>Location: Secretary's Office</i>
11:00-11:30	Staff Meeting <i>Location: Secretary's Office</i>
12:00-1:00	Staff Lunch <i>Location: Office</i>
2:30-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-3:30	Staff Meeting <i>Location: Secretary's Office</i>
3:30-4:00	Staff Meeting <i>Location: Secretary's Office</i>

3/4/19

DB Schedule

- 9:00-9:30 **Daily Check In**
Location: Secretary's Office
- 9:50-10:00 **Staff Brief**
Location: Secretary's Office
- 10:00-10:30 **External Meeting**
Location: Secretary's Office
- 10:30-11:00 **(Tent.) Staff Meeting**
Location: Office
- 11:00-11:45 **External Intergov Meeting**
Location: Secretary's Office
- 1:00-2:00 **Assistant Secretary's Weekly Meeting**
Location: 6151
- 2:50-3:00 **Staff Brief**
Location: Secretary's Office
- 3:00-3:15 **External Meeting**
Location: Secretary's Office

3/5/19

DB Schedule

- | | |
|--------------------|---|
| 9:20-9:30 | Staff Briefing
<i>Location: Secretary's Office</i> |
| 9:30-10:00 | External Meeting
<i>Location: 5160</i> |
| 10:20-10:30 | Staff Briefing
<i>Location: Secretary's Office</i> |
| 10:30-11:00 | Staff Briefing
<i>Location: Secretary's Office</i> |
| 11:30-12:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 12:00-12:15 | Staff Brief
<i>Location: Secretary's Office</i> |
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: 5160</i> |
| 2:40-3:00 | Depart DOI en route to DCA |
| 3:45-7:51 | United #2104 DCA --> DEN
<i>Lands at 5:51 MT</i> |

3/8/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	DOI Operations Meeting – FWP <i>Location: 6151</i>
10:30-11:30	Weekly Meeting <i>Location: Secretary's Office</i>
12:30-1:00	Staff Meeting <i>Location: Secretary's Office</i>
1:00-1:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
1:45-2:45	DOI Operations Meeting – AS/PMB <i>Location: 6151</i>
2:45-3:00	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Staff Meeting <i>Location: Secretary's Office</i>
4:00-4:45	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
4:45-5:15	Staff Meeting <i>Location: Secretary's Office</i>

3/11/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:45-10:15	Depart DOI <i>Location: 6151</i>
10:15-11:15	Personal
11:15-11:45	Depart en route to DOI
12:00-1:00	Weekly Brown Bag Check-In <i>Location: Secretary's Office</i>
1:00-2:00	DOI Operations Meeting – ASIIA <i>Location: 6151</i>
2:00-2:30	Staff Meeting <i>Location: Secretary's Office</i>
3:00-4:00	Assistant Secretaries Weekly Mtg <i>Location: 6151</i>

Tuesday, March 12, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:00	Staff Briefing <i>Location: Secretary's Office</i>
10:00-10:30	Drop By External Meeting <i>Location: 5160</i>
10:50-11:00	Staff Brief <i>Location: Secretary's Office</i>
11:00-11:30	External Meeting <i>Location: Secretary's Office</i>
11:45-12:00	Drop By (CO Preserve American Youth Summit) <i>Location: 3114</i>
1:15-1:45	Depart DOI en route to WH
1:45-2:45	External Event <i>Location: White House Oval Office</i>
2:45-2:55	Depart WH en route to DOI
3:50-4:00	Staff Briefing <i>Location: Secretary's Office</i>
4:00-4:30	External Meeting <i>Location: 5160</i>
4:45-5:05	Depart DOI en route to Hart
5:15-6:15	External Meeting / Intergov <i>Location: 522 Hart Senate</i>

3/13/19

DB Schedule

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|-------------|--|
| 9:10-9:30 | Depart DOI en route for Hart |
| 9:30-10:30 | External Meeting/Intergov
<i>Location: Hart Senate Office Building</i> |
| 10:30-10:45 | Depart Hart Senate Building for DOI |
| 1:00-2:00 | Bi-Weekly Meeting with SOL
<i>Location: 6151</i> |
| 2:15-2:30 | Depart DOI en route to Russel |
| 2:30-3:30 | External Meeting / Intergov
<i>Location: Russel Senate Office Bldg</i> |
| 3:30-3:45 | Depart Russel en route to DOI |
| 4:00-4:45 | Weekly Meeting with Ethics
<i>Location: Office</i> |
| 5:00-6:00 | Weekly Staff Meeting
<i>Location: Secretary's Office</i> |

Monday, March 18, 2019

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:15-9:30	Depart DOI for West Wing
9:30-11:00	External Event / Intergov <i>Location: WH State Dining Room</i>
12:00-1:00	Weekly Brown Bag Check In <i>Location: Office</i>
12:45-1:00	Depart DOI en route to Dirksen
1:00-2:00	External Meeting/Intergov <i>Location: Dirksen Office Building</i>
2:00-2:15	Depart Dirksen for DOI
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:45-5:00	Desk DOI en route to White House <i>Location: Office</i>
5:00-7:00	External Reception <i>Location: White House</i>

3/19/19

DB Daily Card

- | | |
|-------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 9:45-10:00 | Depart DOI for EEOB |
| 10:00-12:00 | External Meeting/ Intergov
<i>Location: EEOB</i> |
| 12:00-12:10 | Depart EEOB for DOI |
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: 5160</i> |
| 2:00-2:30 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 2:30-3:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 3:00-4:00 | DOI Operations Meeting - ASIA
<i>Location: 6151</i> |
| 4:00-5:00 | DOI Operations Meeting -ASFWP
<i>Location: 6151</i> |

3/20/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: 6151</i>
10:15-11:00	Staff Meeting <i>Location: 6151</i>
11:45-12:15	Staff Meeting <i>Location: Secretary's Office</i>
1:15-1:45	Staff Meeting <i>Location: Secretary's Office</i>
1:45-2:15	Staff Meeting <i>Location: Secretary's Office</i>

Thursday, March 21, 2019

8:00-8:15	Depart Residence en route to DOI
8:15-9:00	External Event/Intergov <i>Location: USDA</i>
9:00-9:30	Depart USDA en route to DOI
11:50-12:00	Staff Brief <i>Location: Secretary's Office</i>
12:00-1:00	External Brown Bag Lunch <i>Location: Secretary's Office</i>
3:00-3:45	Staff Meeting <i>Location: Secretary's Office</i>

3/22/19

DB Schedule

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:15	Staff Meeting <i>Location: 6151</i>
11:30-12:15	Bi-Weekly Meeting with IG <i>Location: Secretary's Office</i>
12:20-12:30	Staff Brief <i>Location: Secretary's Office</i>
12:30-1:00	External/ Intergov Call <i>Location: Secretary's Office</i>
1:15-2:00	Staff Meeting <i>Location: Secretary's Office</i>
2:00-2:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
2:45-4:15	Staff Meeting <i>Location: Secretary's Office</i>
4:15-4:45	Staff Meeting <i>Location: Secretary's Office</i>
4:45-5:15	Staff Meeting <i>Location: Secretary's Office</i>

Monday, March 25, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:45-10:00	Depart DOI en route to EEOB
10:00-12:00	Intergovernmental Meeting <i>Location: EEOB (b) (6)</i>
12:00-12:15	Depart EEOB en route to DOI
12:15-1:15	Weekly Brown-Bag Check-In <i>Location: Secretary's Office</i>
1:30-2:30	External Meeting/Intergovernmental <i>Location: Dirksen Senate Office Building</i>
3:00-4:00	Assistant Secretaries Weekly Meeting <i>Location: 6151</i>
4:30-5:30	External Meeting/ Intergovernmental <i>Location: Russell Senate Office Building</i>

Wednesday, March 27, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:00	Depart DOI en route to Capitol
10:30-11:30	External Meeting / Intergov <i>Location: US Capitol</i>
11:45-12:45	External Meeting / Intergov <i>Location: Hart Senate Office Building</i>
2:30-3:30	External Meeting/Intergovernmental <i>Location: Russel Senate Office Building</i>
4:30-5:15	External Meeting / Intergov <i>Location: Hart Senate Office Building</i>
5:30-6:30	External Meeting/ Intergovernmental <i>Location: Hart Senate Office Building</i>
6:30-7:30	External Meeting/ Intergovernmental <i>Location: Dirksen Senate Office Building</i>

Monday, April 1, 2019

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|--------------------|--|
| 9:00-9:30 | Daily Check In
<i>Location: 6151</i> |
| 10:30-11:00 | Staff Meeting
<i>Location: Office</i> |
| 11:15-11:30 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 12:30-1:30 | Brown Bag Lunch
<i>Location: 6151</i> |
| 2:00-2:30 | Staff Meeting
<i>Location:</i> |
| 3:00-4:00 | Assistant Secretaries Weekly Mtg
<i>Location: 6151</i> |
| 4:00-4:30 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 5:50-6:00 | Staff Brief
<i>Location: Secretary's Office</i> |
| 6:00-6:30 | External/Intergov Call
<i>Call: 202-225-5765</i> |

Tuesday, April 2, 2019

9:00-9:30	Daily Check In <i>Location: 6151</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:10-10:30	Depart DOI en route to Dirksen
10:30-11:00	External Meeting / Intergov <i>Location: Dirksen Senate Office Bldg</i>
11:30-12:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
12:30-1:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
1:30-2:00	Depart Hart Building for DOI
2:40-3:00	Depart DOI for Hart Building
3:00-4:00	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>
5:30-6:30	External Meeting/ Intergov <i>Location: Hart Senate Office Bldg</i>

Wednesday, April 3, 2019

8:45-9:00	Staff Meeting <i>Location: Secretary's Office</i>
9:10-9:30	Depart DOI for Russell Bldg
9:30-10:30	External Meeting / Intergov <i>Location: Russel Office Bldg</i>
10:30-10:30	Depart Russell for Capitol
10:30-11:00	Arrive at Capitol
11:00-12:00	Joint Meeting of Congress <i>Location: Hall of House of Reps</i>
12:00-12:30	Depart Capitol for DOI
2:30-3:00	Depart DOI for Capitol
3:00-3:30	External Meeting/Intergov <i>Location: Dirksen Office Bldg</i>
4:30-5:30	External Meeting / Intergov <i>Location: Hart Office Bldg</i>

4/4/19

DB Daily Card

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|--------------------|--|
| 9:15-9:45 | External Call/ Intergov
<i>Elinor will transfer the call</i> |
| 10:00-10:30 | External Event/ Intergov
<i>Location: DOI Auditorium</i> |
| 10:30-11:00 | Depart DOI en route to WH |
| 11:00-12:30 | External Meeting / Intergov
<i>Location: Cabinet Room</i> |
| 2:00-2:30 | Depart DOI for Russell |
| 2:30-3:30 | External Meeting / Intergov
<i>Location: Russell Office Bldg</i> |
| 3:30-4:00 | Depart Russell for DOI |
| 4:00-4:30 | Staff Meeting
<i>Location: Secretary's Office</i> |

4/5/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:50-10:10	Depart DOI for Russell
10:15-11:15	External Meeting / Intergov <i>Location: 260 Russell</i>
11:20-11:30	Depart Russell for DOI
11:45-12:00	Depart DOI for Old Ebbitt
12:00-1:30	External / Intergov Lunch <i>Location: Old Ebbitt Grill</i>
1:30-1:45	Depart Old Ebbitt for DOI
2:00-2:45	Weekly Meeting with Ethics <i>Location: Secretary's Office</i>
3:00-4:00	Weekly Staff Meeting <i>Location: Secretary's Office</i>

Monday, April 8, 2019

- | | |
|--------------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 9:30-10:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 10:00-12:30 | Staff Meeting
<i>Location: 5160</i> |
| 12:30-1:30 | Weekly Brown-Bag Check In
<i>Location: Secretary's Office</i> |
| 3:00-4:00 | Assistant Secretaries' Weekly
<i>Location: 6151</i> |

4/9/19

DB Daily Card

9:00-9:30	Daily Check In <i>Location: Secretary's Office</i>
9:30-10:00	Staff Meeting <i>Location: Secretary's Office</i>
10:10-10:30	Depart DOI en route to Hart
10:30-11:30	External Meeting/Intergov <i>Location: Hart Office Building</i>
11:30-11:45	Depart Hart en route to DOI
1:00-1:30	Staff Meeting <i>Location: Secretary's Office</i>
1:00-2:00	Weekly Politicals Meeting <i>Location: 5160</i>
2:00-2:40	External Meeting <i>Location: 5160</i>
2:45-3:05	Depart DOI en route to Hart <i>Location: Office</i>
3:00-4:00	DOI Operations Mtg – AS/PMB <i>Location: 6151</i>
3:10-4:10	External/ Intergov Meeting <i>Location: 317 Hart Building</i>
4:00-5:00	DOI Operations Mtg – AS/WS <i>Location: 6151</i>
4:10-4:30	Depart Hart en route to DOI
5:00-5:45	External Meeting <i>Location: Secretary's Office</i>

4/10/19

DB Daily Card

- | | |
|------------------|--|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 1:00-2:00 | Bi-Weekly Meeting with SOL
<i>Location: Secretary's Office</i> |
| 2:00-2:30 | External Call / Intergov
<i>Location: Secretary's Office</i> |
| 3:00-3:30 | Depart DOI for Capitol |
| 3:30-4:30 | External Meeting / Intergov
<i>Location: US Capitol</i> |
| 4:30-5:00 | Depart Capitol for DOI |

4/11/19

DB Daily Card

- | | |
|-------------|--|
| 8:30-9:30 | External / Intergov Meeting
<i>Location: 141 Hart Office</i> |
| 11:15-11:45 | External Call / Intergov
<i>Call Drake at (b) (6)</i> |
| 3:00-4:00 | DOI Operations Mtg - ASIIA
<i>Location: 6151</i> |
| 4:00-5:00 | DOI Operations Mtg - ASLM
<i>Location: Office</i> |

Friday, April 12, 2019

- | | |
|--------------------|--|
| 9:00-9:30 | Daily Check In
<i>Location: Secretary's Office</i> |
| 9:30-10:30 | Staff Meeting
<i>Location: 6151</i> |
| 10:30-11:00 | Weekly Staff Meeting
<i>Location: Secretary's Office</i> |
| 11:00-11:30 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 11:45-12:00 | Depart DOI for Fletchers |
| 12:00-1:00 | External Event
<i>Location: Fletchers Cove
Boathouse</i> |
| 1:00-1:30 | Depart Fletchers for DOI |
| 2:00-2:45 | Weekly Meeting with Ethics
<i>Location: Secretary's Office</i> |
| 3:00-4:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 4:00-5:00 | Staff Meeting
<i>Location: Secretary's Office</i> |

4/15/19

DB Daily Card

- | | |
|--------------------|---|
| 9:00-9:30 | Daily Check In
<i>Location: 6151</i> |
| 10:00-11:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 11:00-12:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 1:00-2:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 2:30-3:00 | Staff Meeting
<i>Location: Secretary's Office</i> |
| 3:00-4:00 | Asst Secretaries Weekly Mtg
<i>Location: 6151</i> |
| 4:00-4:30 | Staff Meeting
<i>Location: Secretary's Office</i> |

Tuesday, April 16, 2019

- | | |
|------------------|---|
| 1:00-2:00 | Weekly Politicals Meeting
<i>Location: Office</i> |
| 2:00-3:00 | Staff Meeting
<i>Location: 6151</i> |
| 3:00-4:00 | DOI Operations Mtg - FWP
<i>Location: 6151</i> |
| 5:00-6:00 | DOI Operations Mtg - ASIA
<i>Location: 6151</i> |